

INDIANA COMMISSION ON PROPRIETARY EDUCATION
Minutes of the Board of Commissioners
September 13, 2006

CALL TO ORDER

Paul Black called the meeting to order at 10:00 a.m. The meeting was conducted in the Indiana Government Center, South, Conference Center Room 12, 302 West Washington Street, Indianapolis, Indiana.

IN ATTENDANCE

Board: Paul Black, Paula Pinkstaff, Ken Sauer, Patricia Shutt, and Dennis Southerland

Absent: Ken Konesco and Bruce Reynolds

Staff: Lynn Adams, Rebecca Carter, Ross Miller, Kyle Robertson, Jeff Weber, Jodi White

Guests: William Bogard and Justin McAdams of the State Budget Agency; Angela Long, ITT Educational Services; Kim Zorns, Indiana Business College; Erik Pryor, Computertraining.com; Daniel Summer, Brown Mackie College, Fort Wayne; Peter Miller, Indiana Office of Management and Budget.

MEETING

Consideration of the Minutes of the meeting of March 8, 2006

Resolved: Mr. Southerland made the motion to accept the Minutes as written. Mrs. Pinkstaff seconded the motion. The motion was unanimously approved.

COMMISSIONER'S REPORT

A. Personnel Information

Mr. Weber introduced Kyle Robertson, hired as Accreditation Coordinator filling the vacancy created by the resignation of William Liederbach. The accreditation division was restructured and Ross Miller was reclassified to Director of Accreditation with Mr. Robertson reporting to him. The responsibilities and travel territories have also been realigned.

Kyle briefed the Board on his background indicating that he is from Bloomfield, Indiana; graduated from the University of Southern Indiana with a History teaching major; and is adjusting to Indianapolis and the new job quite well.

B. Board Appointment

Mr. Bruce Reynolds of Fort Wayne, Indiana has been appointed to the Board. He was not able to attend the meeting due to a commitment scheduled prior to his appointment. He is expected to be present for the September, 2006 meeting. Mr. Reynolds most recently retired from the Carmel/Clay Schools where he served as the Executive Director of the Education Foundation. He is currently serving as a semi-volunteer with the Indiana Association of Public Education Foundations. Mr. Reynolds is filling the remaining term of Harold Calloway; therefore, his initial appointment will expire on September, 2007 and eligible for reappointment.

C. Administrative Law Judge

Mr. Weber reported that the arrangement with the Office of Attorney General for a member of their staff to serve as an administrative law judge did not turn out as well as had been hoped. The Commission is fortunate to have been able to reenlist the services of Jan Kruescher who previously served the commission well in her role of administrative law judge.

D. Review of the Commission by the State Board of Accounts

The State Board of Accounts completed its audit and review of the Commission. Everything was satisfactory with the exception of one minor procedure. Correction measures have already been undertaken.

E. Report on Career College Student Assurance Fund

Mr. Weber reported that the statute allows the commission to invest the money that is not immediately needed to meet the obligations of the fund. It is his hope that the invest income from the money in the fund would cover the administrative expenses so there are no appearances that the schools are paying the salary of the Licensure Coordinator who collects the funds for deposit. After three months of investment, Mr. Weber reported that interest earned on the \$300,000 in the fund has earned \$4561 reflecting about a 5% yield in the various investment sources.

OLD BUSINESS

Mr. Black noted that there was an item of old business from the March 2006 agenda concerning the proposed fee for servicing student records. The Board requested at that time for staff to get back together and determine if some sort of consensus can be drawn on the implementation of a records fee. He advised that those discussions are on-going and proposed that it be tabled and to keep it as an item under old business until the next meeting in September. He expressed his expectation of a report at that time whether there is consensus or not.

NEW BUSINESS

A. ComputerTraining.Com – On-Site Evaluation Report, Indianapolis, Indiana

Staff Recommendation

Commission Staff recommended that ComputerTraining.com be granted Fully Accredited status.

Background

ComputerTraining.com operates in many states throughout the United States, mostly in the northeastern areas of the country. Two of the schools in Maryland are actively pursuing national accreditation with the Accrediting Council for Continuing Education and Training (ACCET). The Indianapolis location is the first one to be established in Indiana. Training began in Indianapolis in August, 2005.

The school offers a Microsoft Certified Systems Engineer (MSCE) certificate program. The program is 192 clock hours over a 24-week period. The cost is \$24,500. School staff includes Scott Sweitzer, Technical Training Director and Erik Pryor, Regional Training Manager. Erik Pryor was introduced to the Board of Commissioners.

The evaluation team consisted of Dan Bent, Thomas Henderson, and Justin Nelson, all have extensive background and experience in the field through their individual employment.

Discussion

Mr. Miller reported that the evaluators made specific comments concerning the focus and scope of the ComputerTraining.com curriculum. The concern seemed to be that the emphasis is on obtaining Microsoft certification. All members of the evaluation team recommended fully accredited status and made no specific recommendations that would warrant a status less than fully accredited.

Mr. Miller added that all of the computer training schools that the commission regulates, generally focus on becoming certified in Microsoft applications and do not expand outside that scope.

Mr. Black asked Mr. Pryor to address the concern over the Microsoft certification emphasis.

Mr. Pryor explained that the school has focused on the Microsoft products due to the demand for help desk and tech support people in the workplace. Microsoft has the majority market share of desk top and server operating systems. Therefore, the school is preparing its students to enter into the field in one of those internal positions.

Resolved: Mrs. Pinkstaff made a motion to grant ComputerTraining.com fully accredited status. Ms. Shutt seconded the motion. The motion was unanimously approved.

*Mr. Weber introduced Pete Miller who is with the Office of Management and Budget in the Government Efficiency and Financial Planning Panel. He attended to observe the Board of Commissioners in action.

B. Brown Mackie College – Degree Requests, Fort Wayne, Indiana

Staff Recommendation

Commission staff recommended that Brown Mackie College, Fort Wayne, Indiana be granted the authority to award the Associate of Science in Health Care Administration and the Associate of Science in Surgical Technology.

Background

Mrs. Carter reported that Brown Mackie College, Fort Wayne, Indiana is accredited by the Accrediting Commission for Independent Colleges and Schools (ACICS). The school has been operating in Indiana since 1992 under the formerly known name of Michiana College. Both programs consist of 96 semester-credit hours of training. Fifty percent of the courses in each program are in the specialty area. The faculty in the Health Care Administration program holds an associate degree or a bachelor's degree. The faculty members in the Surgical Technology program hold a minimum of a bachelor's degree or above.

Some additional materials were distributed to the Board that was not available at the mailing of the agenda.

Discussion

Daniel Summer of Brown Mackie Corporation was in attendance.

Dr. Sauer asked if there was a particular reason the school sought associate of science authority rather than the more traditional degree of associate of applied science for technical schools. Mr. Summer responded that the corporation uses associate of science degree designations throughout their campuses and want to remain consistent.

Dr. Sauer asked if the school has any articulation agreements in place for other schools to accept the associate of science as the degree designation implies.

Mr. Summer replied that Brown Mackie does have five articulation agreements with local Fort Wayne, Indiana universities. Tri-State University, Indiana Wesleyan University, St. Francis University and, ITT Technical Institute are some of the institutions that accept the associate of science degree from the Brown Mackie schools.

Resolved: Ms. Shutt made a motion to approve the request of Brown Mackie College, Fort Wayne to award the Associate of Science in Health Care Administration and the Associate of Science in Surgical Technology. Mr. Southerland seconded the motion. The motion was unanimously approved.

C. Davenport University – New Degree Requests – Merrillville, Indiana

Staff Recommendation

Commission staff recommended approval to grant Davenport University the authority to award the following degrees:

Bachelor of Business Administration/Business Professional Studies

Bachelor of Business Administration/Marketing

Bachelor of Business Administration/Accounting-Professional Accountancy

Master's of Business Administration/Accounting-Professional Accountancy

Background

Mrs. Carter reminded the Board that the two Indiana locations of Davenport University, Merrillville and South Bend, are both North Central Association accredited. The rationale for regulation by COPE is that their main campus is outside Indiana.

The programs for which Davenport is seeking degree approval are existing programs in their home state of Michigan.

There was no one present from Davenport University

Discussion

Mr. Black noted the high level of educational success achieved by the faculty of Davenport University including two full-time JD's.

There were no additional comments.

Resolved: Mrs. Pinkstaff made a motion to approve the request of Davenport University, Merrillville, Indiana to award the following degrees:

Bachelor of Business Administration/Business Professional Studies

Bachelor of Business Administration/Marketing

Bachelor of Business Administration/Accounting-Professional Accountancy

Master's of Business Administration/Accounting-Professional Accountancy

Dr. Sauer seconded the motion. The motion was unanimously approved.

D. Davenport University, South Bend/Mishawaka, Indiana – New Degree Requests

Staff Recommendation

Commission staff recommended approval to grant authority to Davenport University, South Bend/Mishawaka, Indiana, to award the following degrees:

Associate of Applied Science in Clinical Massage Therapy

Associate of Applied Science in Computer Support Technology
Bachelor of Business Administration in Human Resource Management
Bachelor of Business Administration in Marketing

Background

Again, Mrs. Carter advised the Board that Davenport University, South Bend is accredited by North Central Association of Colleges and Schools.

The two associate degree programs include 62 and 60 semester credit hours of training respectively; each program consists of a minimum of 75% of courses in the specialty; and all faculty members hold a minimum of a bachelor's degree and some above.

The two bachelor programs range from 49% to 54% in the specialty and include courses in general education and in liberal arts courses. All faculty members hold a minimum of a bachelor's degree with some higher degrees.

Discussion

The Board asked why the South Bend campus asked for associate of applied science authority and the Merrillville campus request associate of science approval.

Mrs. Carter stated that the programs are different and her understanding is that is just the way the corporate office wanted to do it. No better response could be provided due to the absence of a representative of the college.

Resolved: Ms. Shutt made the motion to approve the request of Davenport University – South Bend/Mishawaka to award the following degrees:

Associate of Applied Science in Clinical Massage Therapy
Associate of Applied Science in Computer Support Technology
Bachelor of Business Administration in Human Resource
Management

Bachelor of Business Administration in Marketing

Dr. Sauer seconded the motion. The motion was unanimously approved.

E. Indiana Business College, New Degree Requests – Evansville, Indiana

Staff Recommendation

Commission staff recommended that Indiana Business College, Evansville, Indiana be granted the authority to award the Associate of Applied Science in Criminal Justice.

Background

The associate of applied science degree is comprised of 109 quarter-credit hours of training. A minimum of 75% of the courses are in the specialty, and the faculty meets the criteria as stipulated in 570 IAC 1-10.1-4.

All Indiana Business College campuses in Indiana are accredited by the Accrediting Commission for Independent Colleges and Schools.

Discussion

Kim Zorns, of the Indianapolis corporate office was present to address any questions. Ms. Zorns reported that they would begin searching the Evansville area for a full-time instructor for the program. The program is expected to begin with the January 2007 quarter; therefore, Ms. Zorns is confident an instructor will be acquired by then.

Resolved: Dr. Sauer made a motion to approve the request of Indiana Business College – Evansville to award the Associate of Applied Science in Criminal Justice. Ms. Shutt seconded

F. ITT Technical Institute – New Degree Request – Indianapolis, Indiana

Staff Recommendation

Commission staff recommended that ITT Technical Institute, Indianapolis be granted the authority to award the associate of applied science degree in Information Systems Administration with the stipulation that Instructor Qualification Records and documentation be submitted to the commission staff prior to the start date of the program.

Background

The Accrediting Commission for Independent Colleges and Schools also accredits ITT Technical Institute – Indianapolis. The school intends to offer this program on-line.

The program consists of 96 quarter-credit hours of training; 75% of the programs are in the specialty; and 25 % are in general education courses.

The faculty has not yet been hired, but ITT plans to have all faculty hired for this program prior to the state date. As usual, ITT will submit Instructor Qualification records to commission staff for approval.

Discussion

Angela Long was present to address comments and questions.

Mr. Black commented that IT is exploding and asked what graduates will be able to do in the workplace.

Ms. Long responded that the program is an entry-level, two-year associate of applied science degree program. It is completely on-line. It is intended to complement the two bachelor on-line programs in the IT field already approved, and is in response to student interest in starting the program from day one as an on-line student. The associate program will feed into the bachelor program.

Dr. Sauer asked if ITT had considered making the program an associate of science since all of the credits can transfer into the bachelor program.

Ms. Long indicated that the degree designation is a corporate decision and all of their others degrees are associate of applied science.

Resolved: Mr. Southerland made the motion that ITT Technical Institute – Indianapolis be granted the authority to award the Associate of Applied Science in Information Systems Administration on-line with the stipulation that instructor qualifications be submitted to commission staff for approval prior to the start of the program. Ms. Shutt seconded the motion. The motion was unanimously approved.

G. University of Phoenix – New Degree Request – Indianapolis, Indiana

Staff Recommendation

Commission staff recommended that the University of Phoenix – Indianapolis be granted the authority to award the Bachelor of Science in Business/Information Systems (BSB) with the stipulation that instructor qualification records be submitted to commission staff for approval prior to the start of the program.

Background

The University of Phoenix is accredited by the North Central Association of Colleges and Schools. It is under the commission's jurisdiction because the home campus is located in Phoenix, Arizona with a branch in Indianapolis.

The program is comprised of 120 semester-credit hours; 50% of the courses are in the specialty area and 50% are in general education.

The faculty has not yet been hired, but they have agreed to submit the instructor qualification records and documentation to commission staff for approval prior to the start of the program. The school did note that they are interested in hiring a Ph.D., but a Master's degree is a requirement.

Discussion

Mr. Black asked if there was a representative of the school present.

Mrs. Carter reported that there was not. She added that Dr. Austin normally does attend; however, he had a travel conflict with this meeting.

Mr. Miller and Mrs. Carter both stated that they have received no inquiries or complaints on the Indianapolis school. They also offer assistance at the school to the on-line students.

Resolved: Mrs. Pinkstaff made the motion to grant the University of Phoenix, Indianapolis, the authority to award the BSB – Bachelor of Science in Business/Information Systems with the stipulation that instructor qualification forms be submitted to commission staff prior to the start of the program. Dr. Sauer seconded the motion. The motion was unanimously approved.

APPROVAL OF EXPENSES AND ADJOURNMENT

Resolved: Mr. Southerland made the motion to approve the Expenses and adjourn the meeting. Ms. Shutt seconded the motion. The motion was unanimously approved.

Patricia Shutt, Secretary

Date

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